

Maine Educational Assessments

Unique Accommodation Request Form

The Maine Department of Education (Maine DOE) Assessment Team has an established process for approving student use of unique accommodations on statewide assessments. In the rare event that a student with a disability, including any student identified as a multilingual learner (ML), requires an accommodation on a statewide assessment that is not included on the standard accommodation list; the item is deemed a unique accommodation. As with any standard accommodation, a unique accommodation may not change the construct being measured by the assessment.

A minimum of four weeks prior to test administration, the Special Education Director and District Assessment Coordinator (DAC) complete and send the request form to Maine DOE. School personnel are responsible for the mandatory filing of a copy of this completed request form into the student's file. The appropriate Maine DOE Assessment Coordinator will provide a decision to the SAU within one week of receipt of this form.

Questions about the completion of this form? Please reach out to Director of Assessment Jodi Bossio-Smith at: jodi.bossio-smith@maine.gov or 207-530-1462

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Student Information							
State ID #:							
Grade:							
Indicate Type of Plan:							
□IEP		☐ Sect	tion 504				
Does this student also have an Individual Language Acquisition Plan (ILAP) \Box Yes \Box No							
2001/21 106							
SAU/School Information							
School:			SAU:				
DAC Name:			DAC Email:				
Special Education Director N							
Special Education Director E	mail:						
Test Administration							
Maine Educational Assessm	ent for v	vhich approval is	s sought for this accommodation?				
☐ Maine Through Year			☐ Maine Science				
☐ Multi-State Alternate Ass	essment	t	☐ ACCESS (general or alternate)				
Provide a brief description	on of the	e accommodat	tion for which you are requesting approval.				
-							
			for this accommodation, including how it is				
used by the student in the classroom and local formative assessments.							

In submitting this form to Maine DOE for approval, the Special Education Director and District Assessment Coordinator are certifying: The student's instructional team has met and considered all standard accommodations before proposing this unique accommodation. This team includes but is not limited to service providers, general education teacher, special education teacher, and ML teacher The proposed accommodation is used by the student regularly to access instruction, as appropriate If approved, this accommodation will be documented in the student's IEP, Section 504 plan, and ILAP plan In the case of an IEP, the unique accommodation will be listed as "Unique/Non-standard" on the IEP. This should be listed as an accommodation under both instruction and assessment. In the case of an IEP, the parent/guardian of the student will sign the finalized IEP (or IEP amendment form) prior to testing and is aware of this request Ved, the accommodation must be listed in the Individualized Education Program (IEP) or 504 student with a disability and in the ILAP for multilingual learners who are dually identified. this request form to Maine DOE, please send to Director of Assessment Jodi Bossio-Smith at:	☐ Yes	□ No	☐ Not applicable
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	nature and Date:		